PARRISH STREET FAÇADE IMPROVEMENT GRANT PROGRAM IMPORTANT FACTS FOR QUALIFICATION

Downtown Durham, Inc. manages the **Parrish Street Façade Improvement Grant Program**. It is designed to promote renovations that are physically, historically and architecturally compatible with downtown buildings. Funds for this program are allocated on a first-come first-served basis.

The objective of the Facade Improvement Grant Program is to dramatically improve the facades of downtown buildings so that after completion of work, citizens will notice a marked improvement in the appearance of the buildings. All properties classified as commercial or residential within the Parrish Street Project Area may apply for grant funds. Plans for improvement must conform to building and landscape requirements as determined by the Zoning ordinance and, as applicable, the Durham Historic Preservation Commission. If facade funds are applied for by someone other than the building owner, written permission from the building owner for the proposed facade improvement must be submitted with the application. Any work done prior to approval of grant application is not eligible.

ELIGIBLE IMPROVEMENTS

Exterior work to the face of a building which includes, but is not limited to, the following:

- · Brick or wall surface cleaning
- Patching and painting of facade walls
- Signage or lighting replacement replacement/repair
- · Canopy, porch, awning installation/repair
- Window and/or door replacement/repair
- Mortar joint repair
- Railings, ironwork repair or addition
- Cornice repair and or replacement
- Railings and ironwork replacement/repair to exterior steps

PARRISH STREET FAÇADE IMPROVEMENT GRANT APPLICATION STEP BY STEP GUIDELINES

- A grant application (page 3) must be completed and submitted to DDI. If the facade improvement is being paid for by someone other than the building owner then written permission from the property owner allowing the work to be done is required and must be submitted with the grant application.
- A \$100 application fee must accompany the completed application form. (Checks should be made out to Downtown Durham, Inc.) If the application is denied the \$100 will be returned.
- Check with Steve Cruse of the Durham City-County Planning Department to determine if a
 Historic Preservation Commission Certificate of Appropriateness is required—Steve Cruse
 919-560-4137 ext. 236 or Steve.Cruse@durhamnc.gov
 - a) The Planning Department will review the application. If it is approved at the staff level it will be returned to the DDI office.
 - b) If City Staff determines it is warranted, the application will go before the Durham Historic Preservation Commission (DHPC) for review.
- Once an application has been approved by the Planning Department or the DHPC, it will be reviewed by the Parrish Street Facade Improvement Grant Program Committee. Applicants will be notified of their decision by DDI staff.
- Work on approved projects must be completed within the time frame designated by DDI.
- When a facade improvement project is completed, it will be examined by DDI staff or a
 designated licensed architect to insure that it has been completed as specified in the grant
 application, and conforms to the guidelines of the City-County Planning Department or DHPC.
- Once the architect/DDI staff has verified the completion of the facade improvement project, the applicant must submit invoices validating the project costs and "after" pictures of the building facade. After receipt of this information, DDI will the release grant money to the applicant.
- The property owner must agree to maintain the facade improvements as the project is set forth in the application, for a period of five years or until the property is sold. (Example: if an awning is installed as part of a project and then rips within a five year period, it must be repaired or replaced.)

PARRISH STREET FAÇADE IMPROVEMENT GRANT APPLICATION

Applicants Name	Telephone#
Name of Business or Tenant:	
Property Owners Name (if different from applicant)	
Property Address	
Are you located in the Parrish Street Project Area? (See	map) YES NO
Mailing Address	
Improvements Planned (Check whichever applies) Brick or wall surface cleaningPatching and painting of facade wallsSignage or lighting replacement/repairCanopy, porch, awning installation/eavesWindow and/or door replacementMortar joint repairRailings, ironwork repair or additionCornice repair and or replacementCement/brick replacement/repair to exterior steps Other (please specify)	
Total Cost of Improvement \$	
Amount Requested \$ The following information must be submitted with your Plans drawn to scale Samples of paint colors to be used on facade imp Photograph of existing condition of property Proposed budget and detailed cost estimates for Written permission by property owner if applicab Certificate of Appropriateness from the Historic P	application to insure quick processing: rovements or signage. work ble
I understand that I am responsible for the maintenance of for a period of five years from the project completion or un	- · · · · · · · · · · · · · · · · · · ·
Applicants Signature	Date
Property Owners Signature	Date

